



# Manager's Report

*For Council Meeting 3/28/00*

## **FINANCE**

Listed below are the new businesses licensed during this period:

<u>Business Name</u>	<u>Address</u>	<u>Business Type</u>
Angel Cleaners & Tailoring	300 Ft Evans Rd NE #102B	Alteration
Circle K #5861	615 E Market St	Filling Station & Store
Kevin Eble	32 S King St	Retail – Antiques
Judy Heitfield	215 Loudoun St SE	Counseling
Home Lan	304 Deer Path Ave SW	Retail on the Internet
Matias Consulting Company	304 Deer Path Ave SW	Sys. Eng. Consulting
Streamline Design & Dev.	604 S King St #100-C	Internet Design & Dev.
The Vinyl Touch	28 Ft Evans Rd NE #17-T2	Handyman

## **PERSONNEL**

Pursuant to Section 4-3 of the Town Charter, the following personnel actions have occurred since the last report:

### **New Hires**

<u>Name</u>	<u>Position</u>	<u>Department</u>
Beecher Hope	Water Treatment Plant	Utilities

### **Resignations**

<u>Name</u>	<u>Position</u>	<u>Department</u>
Chris Archer	Police Officer	Police

## **PARKS AND RECREATION**

Construction has begun on the access road, parking and utilities for the Ida Lee Park Soccer/Lacrosse Complex.

## **PLANNING and ZONING**

### **Current Planning Division Activity**

#### **Plans accepted for review during the period March 8 – March 21, 2000**

- Kincaid Forest, Sec. 11 – Construction Drawings (80 single-family detached dwelling units)
- Cardinal Park, Lot 9 – Preliminary/Final Development Plan (111,350 sq. ft. miniwarehouse)
- Potomac Station Drive Sta. 31+63 to 42+96 – Construction Drawings (road extension)
- Middleburg Bank Office Building – Preliminary/Final Development Plan (18,600 sq. ft. office)
- Potomac Station Apartments – Preliminary Development Plan (150 apartment units)

- Potomac Crossing, Sec. 7 through 9 – Rough Grading Plan
- Kincaid Forest, Sec. 11 – Final Plat (80 single-family detached dwelling units)
- Drymill, Sec. 2A – Final Plat (30 townhouse units)
- Potomac Crossing, Sec. 2 & 3 – Preliminary Subdivision Plat Extension (406 single-family detached dwellings and 189 townhouse units)
- Sycamore Hill Phase 1, Sec. 5 – Construction Drawings (57 townhouse units)
- Sycamore Hill Phase 1, Sec. 5 – Final Plat (57 townhouse units)
- Loudoun Museum Building Addition – Sketch Plan (10,575 sq. ft. addition)

**Plans reviewed during the period March 8 – March 21, 2000**

- Hawkins Property – Sketch Plan (48,890 sq. ft. office)
- Beauregard Heights – Construction Drawings (33 single-family detached dwellings units)
- Potomac Crossing, Sec. 7 – Construction Drawings (30 single-family detached dwelling units)
- Potomac Station, Sec. 8B – Final Plat (23 single-family detached dwelling units)
- Potomac Station, Sec. 8C – Final Plat (27 single-family detached dwelling units)
- Potomac Station, Sec. 8D – Final Plat (21 single-family detached dwelling units)
- First Union Bank – Preliminary/Final Development Plan (396 sq. ft. bank)
- Potomac Crossing, Sec. 9 – Construction Drawings (42 single-family detached dwelling units)
- Potomac Crossing, Sec. 6 – Final Plat (45 single-family detached dwelling units)
- International Pavilion, Lot B5 – Preliminary Development Plan (98,910 sq. ft. retail and 45,000 sq. ft. office)
- Kincaid Forest, Sec. 11 – Final Plat (80 single-family detached dwelling units)
- Drymill, Sec. 2A – Final Plat (30 townhouse units)
- The Hamlet @ Leesburg – Preliminary Plat (34 duplex units)
- Woodlea Manor, Sec. 7 – Landscape Plan

**Zoning Permits Issued (00-196 thru 00-281)****New Construction – Residential**

Beauregard Estates – 1 SFD @ \$115,000.  
Beauregard Estates – 1 SFD @ \$200,000.  
Woodlea Manor – 1 SFD @ \$100,000.  
Kincaid Forest – 1 SFD @ \$100,000.  
Exeter Hills – 18 SFD @ \$100,000.  
Stratford Ph. “B” – 3 SFD @ \$85,000.  
Stratford, Ph. “A” – 17 SFA @ \$75,000.  
Tavistock Farms – 2 SFD @ \$105,000.  
Potomac Crossing – 2 SFD @ \$105,000.  
Sycamore Hills – 1 SFA @ \$150,000.  
Sycamore Hills – 6 SFA @ \$80,000.  
Greenway Farms – 2 SFD @ \$95,000.

**New Construction – Commercial**

None issued at this time.

**Occupancy Permits Issued – Residential**

Exeter Hills – 1 SFD

Greenway Farms – 3 SFD

Kincaid Forest – 1 SFD

Stratford – 1 SFD

Sycamore Hills – 9 SFA

Tavistock – 3 SFD

Woodlea Manor – 1 SFD

**Occupancy Permits – Commercial**

None issued at this time.

**UTILITIES**

1. **Water and Sewer Administration**

a. **Capital Projects**

Forwarded a resolution to Council for approval of Water System Improvements, Main Zone, Phases 6,7,9 & 10.

2. **Water Supply Division**

a. **Capital Projects Update**

**Water Treatment Plant Upgrade to 10 MGD**

The contractor is performing the following operations:

- I. Installing miscellaneous yard piping
- II. Continues to form and pour concrete at filter building and flocculation basins
- III. Forming and pouring concrete at wash water building.

WTP Expansion Project Status

Dollar value complete 26% Time Elapsed 55%\*

\*Contractor was given a 92-day time extension)

The contractor continues to be 30 days behind schedule.

**Hospital Tank Pumping Station & Storage Tank Improvements**

The contractor for the tank improvements is scheduled to be at the Hospital Tank site on March 27<sup>th</sup> to begin sandblasting operations.

Town staff mailed notifications to adjacent hospital tank residents making them aware of the upcoming projects.

I. **Training**

Paul Manni attended a Drinking Water Bacteriological Laboratory Workshop, March 14-16 at John Tyler Community College.

Joe Phillips, Russell Chambers, Lewis Owens and Matt Castel attended an AWWA sponsored teleconference March 9 in Fairfax, Va. The teleconference topic was "Taste & Odor."

**3. Water Pollution Control Division****a. BMU Project**

New construction excavation has begun and project is approximately 2% complete.

**b. BNR Project**

Project is approximately 31% complete with all major structures underway.

**c. Training**

Brian Bailey, WPCD Operator, attended Advanced Wastewater License Exam Preparation, and Ted Castel attended Basic Wastewater License Exam Preparation at Northern Virginia Community College from March 13-17, 2000.

**4. Utility Lines Division****a. Training**

Ken Binder & Herb Gallahan attended Cartegraph training held at town office. John Creamer, Herb Gallahan, Dustin Childress, & Doug Anderson attended product demo at Rehau.

**b. Completed installation of 35 new water services to the town's system this period.**

R. S. Noe